

APPENDIX 5

5 COSTING

This section provides the Sacramento Metropolitan Fire District with a standard method of comparing the various costs associated with each bid. The District requires that the Bidder complete the Excel spreadsheet with the corresponding document name of “Inventory Cost Spreadsheet for Medical Supplies” included as Attachment 1 in this bid. This costing table format and Spreadsheet **MUST** be used for bid submission and **MUST** be signed in section 5.2.

The “Inventory Cost Spreadsheet for Medical Supplies” Excel document, with multiple tabs, has been provided to enable Bidders to respond to this RFFB with minimal effort. However, where necessary, please provide additional information in the Comments area. Only responses deemed to meet the Sacramento Metropolitan Fire District’s requirements will continue on to a cost evaluation.

5.1 INVENTORY COST SPREADSHEET INSTRUCTIONS

- 5.1.1 Bidder will complete the “Inventory Cost Spreadsheet for Medical Supplies” excel document in an electronic format. This completed excel document will be delivered with the bid on a CD in a Microsoft format.
- 5.1.2 The Bidder will document their bid price for each item in the "Bid Price of UOM" column. The “Bid Price of UOM” column is found in the “Inventory Cost Spreadsheet for Medical Supplies” excel document in the blue section designated as the “Manufacture Specific Items currently in use by Sacramento Metropolitan Fire District”.
- 5.1.3 Any price not documented by the Bidder for each item listed will be measured by the District at the highest price listed by any of the Bidders with an additional 10% penalty added to the highest price. This will allow the district to compare the total costs of all of the Bidders.
- 5.1.4 The District will use between 80 to 100% of the items listed in the “Inventory Cost Spreadsheet for Medical Supplies” excel document to compare Bidders’ Responses.
- 5.1.5 The Bidder is encouraged to document the price, description, manufacturer, and manufacturer item number for any item listed as “Bidder’s Suggested Items to possibly be used by Sacramento Metropolitan Fire District” if the Bidder believes this suggested alternative item is of the same quality and of a better price than the listed item.
- 5.1.6 The “Inventory Cost Spreadsheet for Medical Supplies” excel document has 10 tabs or sections that categorize all of the items currently used by the District.
- 5.1.7 Bidder will document the totals for each of the following sections of the “Inventory Cost Spreadsheet for Medical Supplies” excel document into “**Table 1**” of this section.
 - 5.1.7.1 *This line is intentionally not used*
 - 5.1.7.2 Airway
 - 5.1.7.3 Diagnostic
 - 5.1.7.4 Immobilization
 - 5.1.7.5 IV and Pharmaceuticals
 - 5.1.7.6 Kits & Trauma Bags
 - 5.1.7.7 Oxygen
 - 5.1.7.8 Patient Transport
 - 5.1.7.9 Personal & Protective
 - 5.1.7.10 Training
 - 5.1.7.11 Trauma & First Aid
 - 5.1.7.12 Total Cost

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Table 1: Summary of Costing Spreadsheet Tabs 2 through 11

Costing Spreadsheet Tab	Costing Table Total	Tax (@7.75%)	Total
2. Airway			
3. Diagnostic			
4. Immobilization			
5. IV and Pharmaceuticals			
6. Kits & Trauma Bags			
7. Oxygen			
8. Patient Transport			
9. Personal & Protective			
10. Training			
11. Trauma & First Aid			
Total Cost			

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5.2 *Signature of Authorized Officers*

The signature of an officer or representative from the proposing company who is authorized to bind the company to the provisions and prices quoted must appear on this Request for Proposal.

The undersigned vendor hereby submits its quotation upon and subject to the terms and conditions set forth in the RFFB/RFFP.

The undersigned vendor hereby submits its certification, under penalty of perjury, as governed by the laws of the State of California (Penal Code Section 118) that it is in compliance with Sections 2.12, 2.12.1, 2.17, and 2.17.1 as set forth in this Request For Formal Bid/Proposal.

Vendor

Authorized

Officer(s)

Signature(s)

Date
